

APPLICANT EXIT BRIEFING
DR-1510-OR

PA ID#:

061-22550-00

APPLICANT NAME:

City of Elgin

KICKOFF MEETING DATE:

3-8-04

Note the number of small and large project worksheets written for each category and the total number of PWs by category. If there is no damage in a category, mark "N/A". This document is to be signed by the Public Assistance Coordinator, State Applicant Liaison and the Applicant's Authorized Representative as shown on the RPA. Turn in the original with the last PW package to the Data Entry Coordinator.

COMPLETED CATEGORIES	SMALL PROJECTS	LARGE PROJECTS	TOTAL NUMBER OF PWS
Category A: Debris Clearance	-	-	-
Category B: Protective Measures	1	-	1
Category C: Road Systems	-	-	-
Category D: Water Control Facilities	-	-	-
Category E: Building & Contents	-	-	-
Category F: Public Utility System	-	-	-
Category G: Other (Recreational)	-	-	-
Total Number of Project Worksheets	-	-	-

At this time damage surveys in all categories of work are completed and all Project Worksheets are written. Exceptions are listed in the comment section below. Examples of exceptions are sites under water, or Category 'A' or 'B' records being compiled for completed work.

If additional damage is found, the applicant must notify FEMA in writing by:

Date 5-7-04

Public Assistance Coordinator:

Dave Anderson

Date

State Applicant Liaison:

Date

I hereby certify that to the best of my knowledge and belief all work claimed is eligible in accordance with the grant conditions. All work will comply with the provisions of the Clean Water Act, Clean Air Act, Fish and Wildlife Coordination Act, Endangered Species Act, National Historic Preservation Act, related Federal Statutes, associated State, Tribal, and Local Laws, Codes, Ordinances and Other Statutes.

Complete records and cost documents for all approved work will be maintained for at least three (3) years from the date the last project was completed or on receipt of final payment, whichever is later.

Applicants have the right to appeal a decision. The appeal must be submitted within 60 days from receipt of the determination by FEMA or the State. All questions must be addressed to the State Emergency Management Office.

Applicant Representative:

[Signature]

Date 3-15-04

Comments:

FEDERAL EMERGENCY MANAGEMENT AGENCY				O.M.B. No. 3067-0151		
PROJECT WORKSHEET				Expires April 30, 2001		
PAPERWORK BURDEN DISCLOSURE NOTICE						
Public reporting burden for this form is estimated to average 30 minutes. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing and submitting the forms. You are not required to respond to this collection of information unless a valid OMB control number is displayed in the upper right corner of the forms. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (3067-0151). NOTE: Do not send your completed form to this address.						
DECLARATION NO. FEMA- DR-1510-OR	PROJECT NO. ELGIN - PW #1	FIPS NO. 061-22550-00	DATE 3/10/2004	CATEGORY B		
DAMAGED FACILITY CITY OF ELGIN STREETS			WORK COMPLETE AS OF: 3/10/2004 : 100 %			
APPLICANT CITY OF ELGIN		COUNTY UNION				
LOCATION ELGIN, OREGON			LATITUDE W 45.56201	LONGITUDE W 117.92470		
DAMAGE DESCRIPTION AND DIMENSIONS						
The winter storms from 12/26/03 thru 1/14/04 resulted in snowfall of 36 inches. The applicant was forced to clear roads and streets to respond to emergencies. Those emergencies were; 1) respond to vehicle accidents in the City and county, 2) provide access for home care patients and the hospital, 3) provide access for individuals dependent upon meals-on-wheels, 4) provide access for emergency personnel (fire & ambulance) to fire station, nursing home, and dispatch center, and 5) clear streets and roads for school buses when school was released because of storms. The Public Works Department only removed enough snow and ice to provide safe access. They followed up later to improve clearing on roads and streets.						
SCOPE OF WORK						
Because of the winter storm emergency, the County Public Works Department provided access on roads and streets within the city, approximately 22 miles (map attached). The Public Works Department used One (1) grader (with operator & blade), one (1) dump truck (with operator), and one (1) end loader (with operator) to accomplish the emergency road and street clearing. Labor was overtime only and is eligible as emergency protective measures. The NARRATIVE supplements this scope work. All time reports for labor and equipment was reviewed and no errors were detected. The applicant will maintain all records at the City Hall in Elgin, Oregon.						
Does the scope of work change the pre-disaster conditions at the site?			NO			
Special Considerations issues included?			NO			
Is there insurance coverage on this facility?			NO			
Hazard Mitigation proposal included?			NO			
PROJECT COST						
ITEM	CODE	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
1		WORK COMPLETED				
2	9007	LABOR	LS	1	\$ 1,684.33	\$1,684.33
3	9008	EQUIPMENT	LS	1	\$ 4,569.75	\$4,569.75
TOTAL COST					\$6,254.08	
PREPARED BY: M. T. ROST			TITLE: FEMA PO			

REPLACES ALL PREVIOUS EDITIONS.

1, SEP 98  REPLACES FEMA PAC

ITIONS. 3-15-09

**FEDERAL EMERGENCY MANAGEMENT AGENCY
SPECIAL CONSIDERATIONS QUESTIONS**

1. APPLICANT'S NAME CITY OF ELGIN	2. FIPS NUMBER 061-22550-00	3. DATE 3/10/2004
4. PROJECT NUMBER CITY OF ELGIN, PW#1	5. LOCATION ELGIN, OREGON	

Form must be filled out—for each project.

1. Does the damaged facility or item of work have insurance and/or is it an insurable risk? (e.g., buildings, equipment, vehicles, etc.)

Yes	No X	Unsure
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COMMENTS:

2. Is the damaged facility located within a floodplain or coastal high hazard area, or does it have an impact on a floodplain or wetland?

Yes	No X	Unsure
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COMMENTS:

3. Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area?

Yes	No X	Unsure
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COMMENTS:

4. Will the proposed facility repairs/reconstruction change the pre-disaster condition? (e.g., footprint, material, location, capacity, use or function)

Yes	No X	Unsure
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COMMENTS:

5. Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal?

Yes	No X	Unsure
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COMMENTS:

6. Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site?

Yes	No X	Unsure
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COMMENTS:

7. Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland?

Yes	No X	Unsure
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COMMENTS:

8. Are there any hazardous materials at or adjacent to the damaged facility and/or item of work?

Yes	No X	Unsure
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COMMENTS:

9. Are there any other environmental or controversial issues associated with the damaged facility and/or item of work?

Yes	No X	Unsure
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COMMENTS:

CITY OF ELGIN NARRATIVE

Storm: There was a series of winter storms that begin on 12/26/2003 and continued thru 1/14/2004. This required the Public Works Department to clear roads and streets in direct response to the emergencies.

Emergency fire and ambulance: The Volunteer Fire and Ambulance crews are required to live within 15 minutes of the Emergency Dispatch Center. Therefore, it was necessary for the Road Department to clear those roads and streets that provides emergency personnel to where the ambulances and fire engines are parked..

Critically or seriously ill patients: There are many individuals that are required to travel every one or two days for treatment for cancer, kidney dialysis, diabetics, etc. Roads and streets were cleared for those patients at least 5 occasions.

Food: Some City residents are dependent on Meals-on -wheels to deliver food to their residence. Roads were cleared for them.

Patient care facilities: There is a Nurseing Home that serves the city and some county residents.

Emergency Responses were on December 26, 27, & 28 2003 and on January 1, 5 (3), 7 (2), 10, 11, 14 & 15 2004.

The eligible streets and roads were determined by, 1) locating on a map the emergency that required a response, and 2) the road or street that was necessary to be cleared for Emergency Personnel to gain access to critical facilities (ambulance center, fire hall,nurseing home, etc,) and where emergencies happened or existed (vehicle accidents, evacuations, health treatments,etc.). The emergencies were plotted and compared to the cleared roads. The cost of equipment and overtime labor were allowed for these eligible situations.

(APPLICANT)

DR-1510-OR

PROJECT NO. CITY OF ELGIN, PW#1

CERTIFIED BY _____
TITLE CITY ADMINISTRATOR

I CERTIFY THAT THE DATA PROVIDED HERE WAS TRANSCRIBED FROM DOCUMENTS AND RECORDS AVAILABLE FOR AUDIT.

(APPLICANT)

SCOPE OF WORK: EMERGENCY RESPONSE DURING STORM

EMPLOYEE NAME AND JOB DESCRIPTION	DATE AND HOURS WORKED EACH DAY							TOTAL HOURS	HOURLY RATE	TOTAL PAY
	DATE	1/7/2004	1/8/2004	1/9/2004	1/10/2004	1/11/2004	1/12/2004			
DAN BRESHARS	REGULAR	9			4		0	31	\$ 15.42	
Public Works Supervisor	O/T	5			10.5		2	18	\$ 15.42	\$ 269.85
KEVIN COLLIER	REGULAR	9			4		0	31	\$ 14.95	
Public Works Maint	O/T	3			9		0	12	\$ 22.42	\$ 269.04
ANDY CAMPO	REGULAR	9			4		0	31	\$ 12.00	
Public Works Maint	O/T	3			10.5		0	14	\$ 18.00	\$ 243.00
	REGULAR									\$ -
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	REGULAR									

03/19/04

I CERTIFY THAT THE DATA PROVIDED HERE WAS TRANSCRIBED FROM DOCUMENTS AND RECORDS AVAILABLE FOR AUDIT.

FORCE ACCOUNT LABOR RECORD

FOR CITY OF ELGIN

(APPLICANT)

LOCATION OF WORK: ELGIN, OREGON

CATEGORY

FEMA

DR-1510-OR

SCOPE OF WORK: EMERGENCY RESPONSE DURING STORM

PROJECT NO. : ITY OF ELGIN, PW#1

EMPLOYEE NAME AND JOB DESCRIPTION		DATE AND HOURS WORKED EACH DAY					TOTAL HOURS	HOURLY RATE	TOTAL PAY	
DATE		1/13/2004	1/14/2004							
DAN BRESARS	REGULAR	9	9				18	\$ 15.42		
Public Works Supervisor	O/T	0	0					\$ 15.42	\$ -	
KEVIN COLLIER	REGULAR	5	0				5	\$ 14.95		
Public Works Maint	O/T	0	0							
ANDY CAMPO	REGULAR	9	9				18	\$ 22.42	\$ -	
Public Works Maint	O/T	0	1				1	\$ 12.00	\$ 18.00	
	REGULAR							\$ 18.00	\$ -	
	O/T								\$ -	
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	REGULAR								\$ -	
	O/T								\$ -	
REG PAY	\$	60.90% =					42	TOTAL REG	\$	\$ -
O/T PAY	\$	19.05% =						TOTAL O/T	\$	\$ 49.00
		3.43						TOTAL	\$	\$ 52.43

TOTAL OT (ONLY) WITH FRINGE \$	21.43
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CERTIFIED BY

JOE GARLITZ

TITLE CITY ADMINISTRATOR

2-15-04

DATE _____

03/10/04

I CERTIFY THAT THE DATA PROVIDED HERE WAS TRANSCRIBED FROM DOCUMENTS AND RECORDS AVAILABLE FOR AUDIT.

FEDERAL EMERGENCY MANAGEMENT AGENCY

APPLICANT'S BENEFITS CALCULATION WORKSHEET

APPLICANT: CITY OF ELGIN
DISASTER NUMBER: DR-1510-OR
P.A. ID: 061-22550-00
PROJECT NUMBER: CITY OF ELGIN, PW#1

TOTAL PAYROLL IN DOLLARS

	DOLLARS & HOURS		REGULAR TIME %		OVERTIME %
Holidays		/ 2080 =	3.45%		
Vacation Leave		/ 2080 =	4.20%		
Sick Leave		/ 2080 =	4.60%		
* Social Security			6.20%	*	6.20%
* Medicare			1.45%	*	1.45%
* Unemployment		/ total payroll =	3.00%	*	3.00%
* Worker's Comp		/ total payroll =	2.40%	*	2.40%
* Retirement		/ total payroll =	6.00%	**	6.00%
Health Benefits		/ total payroll =	29.60%		
Life Insurance Benefits		/ total payroll =			
Total (in % of annual salary)			60.90%		19.05%

(FIGURES IN YELLOW AUTOMATICLY "GO" TO THE FORCE ACCOUNT LABOR SHEETS)

CERTIFY THAT THE INFORMATION ABOVE WAS TRANSCRIBED FROM PAYROLL RECORDS OR OTHER DOCUMENTS WHICH ARE AVAILABLE FOR AUDIT.

CERTIFIED: Joe Garlitz

JOE GARLITZ

TITLE: CITY ADMINISTRATOR

DATE: 3/10/2004

Only categories for overtime fringe benefits.

* Only when supported by employee contract

(applicant)

FEMA DR-1510-ORPROJECT NO. TY OF ELGIN, PW#1

I CERTIFY THAT THE DATA PROVIDED HERE WAS TRANSCRIBED FROM DOCUMENTS AND RECORDS AVAILABLE FOR AUDIT.

DATE 3/10/2004

(applicant)

FEMA
DR-1510-OR

PROJECT NO. TY OF ELGIN, PWA#1

I CERTIFY THAT THE DATA PROVIDED HERE WAS TRANSCRIBED FROM DOCUMENTS AND RECORDS AVAILABLE FOR AUDIT.

3/10/2004

307

FORCE ACCOUNT EQUIPMENT

FOR CITY OF ELGIN (applicant)

LOCATION OF WORK: ELGIN, OREGON

CATEGORY B FEMA DR-1510-OR

SCOPE OF WORK: EMERGENCY RESPONSE DURING STORM

PROJECT NO. TY OF ELGIN, PW#1

TYPE OF EQUIPMENT CAPACITY & HP AS APPROPRIATE	FEMA CODE	DATE AND HOURS WORKED			TOTAL HOURS	HOURLY RATE	TOTAL COST
		1/11/2004	1/12/2004				
Loader, Articulated Cat, 3 CY	8393	0	5		5	\$ 27.50	\$ 137.50
Grader, Cat 140, 12' blade	8332	0	3		3	\$ 35.00	\$ 105.00
Dump Truck, 10 CY (Kevin)	8721	0	6		6	\$ 24.00	\$ 144.00
					-		
					-		
					-		
					-		
					-		
					-		
					-		
					-		
TOTAL HOURS					14	TOTAL COST	\$ 386.50

I CERTIFY THAT THE DATA PROVIDED HERE WAS TRANSCRIBED FROM DOCUMENTS AND RECORDS AVAILABLE FOR AUDIT.

CERTIFIED BY

JOE GARLITZ

TITLE CITY ADMINISTRATOR

3-15-04

DATE 3/10/2004